

## **Proposal to Arizona Developmental Disabilities Planning Council**

(March 1, 2017 – February 28, 2018)

### **Overview**

“Inclusion.” While that term has gained greater acceptance in recent years for equality related to gender, ethnicity, religion, nationality, sexual orientation and age, a key component of society too often remains excluded and ignored, if not invisible: Persons with developmental disabilities and their families.

During the past six years Morrison Institute for Public Policy (MI) at Arizona State University has provided the Arizona Developmental Disabilities Planning Council (ADDPC) with extensive research and consultation services on a variety of disabilities-related issues. As a result, a large corpus of information and data has been centralized, analyzed and shared with the disabilities community, government and nonprofit decision-makers and the general public.

Morrison Institute would like to build upon this base of knowledge and continue providing consultation services to ADDPC with a strong emphasis on self-advocacy training, assessment of new labor laws, empowerment through participatory budgeting, and benchmarking with the Community Inclusion Index. The focus of the 2017-2018 contract aligns with ADDPC’s strategic goals and has four signature projects:

- 1) Launch an intensive self-advocacy seminar for Latino adults with disabilities and their families in an under-served community. This program will build upon the curriculum that was developed and piloted in Phoenix in 2016.
- 2) Evaluate the impact of Proposition 206, the minimum wage increase, and study how it and other employment-related legislation will affect the disabilities community.
- 3) Launch a participatory budget initiative in an underserved community. This will empower people with disabilities to advise ADDPC on key decisions about how a share of ADDPC funds will be allocated in their own community.
- 4) Complete development of the Community Inclusion Index as an interactive section of the ADDPC site with charts and mapping tools to highlight key metrics.

Identify benchmarks for each metric and use the targets to create a “progress report” for Arizona.

MI shall begin this scope of work on the date of contract signatures and continue through the following 12 months – presumably March 1, 2017 through February 2018.

## **Strategic Efforts and Programs**

On the following pages are four programs that align with ADDPC’s strategic plan and build upon the foundational work that MI completed for ADDPC in previous years.

### **Program A:      Expand the Self-Advocacy Curriculum for Latino Families in an Under-Served Community**

Self-advocacy remains a critical but elusive goal within the disabilities community for both persons with disabilities and their families. There are myriad reasons why this is the case – numerous services spread across multiple agencies that are sometimes hard to locate and often difficult to understand, the reticence on the part of many persons with disabilities and their families to pursue their own needs and desires (in part because of a lack of confidence in dealing with bureaucrats), and the lack of a sophisticated communications network among persons with disabilities and their families.

The self-advocacy training program began in Phoenix in 2016, focusing on education and network building for Latino families. One of the important elements lacking within the disabilities community, perhaps the most important element, is the voice of persons with disabilities and their families. Much is done to them and too little with them. Self-advocacy training and network building is an attempt to address that issue.

Training sessions and education programs are designed to teach both persons with disabilities and their families how to get their voices into the discussion. This is particularly critical in the Latino communities where self-advocacy has been severely limited. The pilot self-advocacy sessions were facilitated in both English and Spanish to maximize opportunities for participation. For this contract year, MI has hired a lead analyst who is proficient in Spanish. This will be highly beneficial to initial participant recruitment and successful engagement throughout the project.

The pilot training curriculum was noteworthy for its innovative approach to separating individuals with disabilities from their family members for portions of the training to ensure that the voices of individuals with disabilities were not stifled or limited by well-intentioned family members who may be accustomed to speaking on their behalf. This approach will be continued during the expansion of this project.

For the new contract, MI proposes to adapt the pilot training module for use with Latino families in an under-served community. The program will likely change from a weekly class to a two-day intensive seminar with ample time for breaks and informal networking among participants. MI will utilize pre- and post-surveys to continue evaluating the effectiveness of the model and to inform future expansion.

<b>Timeline for Self-Advocacy Program</b>		
<b>Activity</b>	<b>Target Dates</b>	<b>Person Responsible</b>
Revise/Update curriculum; prepare facilitation materials and assessments	March-April 2017	David Schlinkert; David Daugherty, Senior Research Fellow
Secure venue and make logistical arrangements	May 2017	David Schlinkert
Recruit families	May 2017	David Schlinkert
Administer pre-assessments	Early June 2017	David Schlinkert
Host 2-day seminar	Late June 2017	David Schlinkert; David Daugherty; Spanish-proficient consultant
Administer post-assessments	August 2017	David Schlinkert
Analyze evaluation data	Late August 2017	David Schlinkert; David Daugherty
Write final report	September 2017	David Schlinkert
Issue press release	Late September 2017	Joseph Garcia

<b>Direct Expenses for Self-Advocacy Program</b>	<b>Estimated Cost</b>
Mileage	589
Travel per diem	492
Hotel (state rate)	546
Spanish translation and facilitation	2,000
Sign language interpreter (2 at state rate of \$62/hr)	744
Co-facilitator	3,000
Advertising for participant recruitment	300
Printing	150
Participant stipends (20 x \$250)	5,000
Participant food (20 people, 2 full days)	880
Participant transportation	800
Venue	500
Miscellaneous office supplies	150
Estimated total for direct expenses	\$15,151

*\*Approximately 250 hours of effort for the lead analyst, David Schlinkert (\$10,734.38)*

## **Program B:      Understanding the Impact of Proposition 206 and other Employment-Related Legislation**

Arizona voters approved incrementally raising the minimum wage beginning in 2017 through 2020. That change, while positive for most workers, also could have the unintentional consequences of job losses within organizations that would have to cut staff because of the increased minimum wage. The “disabilities industry” employs many workers who are paid on the low end of the wage scale. There are many questions to be addressed here: How will organizations that serve the disabilities community be affected? Does this change have the potential of actually helping the workers (those who are able to keep their jobs)? Or will it wind up hurting persons with disabilities and their families because services will shrink due to institutions unable to staff-up to need?

More broadly, MI will research this issue with an eye toward determining how this law will affect businesses, service providers, and people with disabilities (both in their own employment and as individuals who rely on certain services).

MI’s research will include interviews with key informants (employers, people with disabilities, advocates, legal experts) in Arizona and some interviews in select states with similar minimum wage laws. MI will also administer an online survey (convenience sampling) to be administered to Arizona companies/organizations that provide services to people with disabilities. Findings will be summarized in a white paper and key findings will also be provided in an “executive summary” PowerPoint. MI will refrain from any lobbying or advocacy activities and never takes a position on pending legislation.

<b>Timeline for Study of Proposition 206</b>		
<b>Activity</b>	<b>Target Dates</b>	<b>Person Responsible</b>
Literature review	April 2017	David Schlinkert
Conduct key informant interviews	May 2017	David Schlinkert
Design and field Qualtrics survey	June-July 2017	David Schlinkert
Analysis and writing	July 2017	David Schlinkert
Publish brief on Prop 206	August 2017	David Schlinkert
Issue press release	August 2017	Joseph Garcia

*\*Approximately 220 hours of effort for the lead analyst, David Schlinkert (\$9,446.25)*

## **Option C:           Launch a Participatory Budgeting Initiative in an Under-Served Community**

Decision-making and resource-allocation need to be addressed in the disabilities community among both persons with disabilities and their families. In participatory budgeting, a government body empowers a group of citizens to prioritize projects that they would like to see funded.

MI proposes to help ADDPC pilot a participatory budgeting project in an underserved community. ADDPC, with guidance from MI, will select the community from among the nine communities that were sites for ADDPC forums in 2016. One factor in the site selection will be the number of service providers in the community since it is important in the pilot year to have proposals from organizations with experience serving people with disabilities. ADDPC will decide the dollar amount of the grant for which the citizen panel will help determine the awardee and ADDPC will issue a Request for Proposals (RFP) in that community. MI will help promote the RFP to ensure a variety of high quality submissions.

MI will recruit the citizen participants (people with disabilities and their families) and develop a model for the 20-25 member citizen panel to gain understanding of ADDPC's strategic goals, hear from four representatives pitching their funding proposals, collectively evaluate the options, and reach agreement on a funding recommendation to ADDPC.

MI will secure a venue, coordinate transportation and support logistics for the citizen panelists, coordinate with ADDPC speakers and representatives for each grant proposal, and facilitate the participatory budgeting process. MI will also implement an evaluation tool to assess the value of the exercise.

<b>Timeline for Participatory Budgeting Initiative</b>		
<b>Activity</b>	<b>Target Dates</b>	<b>Person Responsible</b>
Select under-served community	April 2017	David Schlinkert with ADDPC Executive Director and Commission
Research various models for participatory budgeting to identify best approach	March-April 2017	David Schlinkert
Solicit funding proposals	May 2017-July 2017	ADDPC
Develop facilitation guide	July 2017	David Schlinkert; David Daugherty
Finalize set of proposals/advocates to present	August 2017	David Schlinkert; ADDPC

Secure venue and make logistical arrangements	Late August	David Schlinkert
Recruit participants	September 2017	David Schlinkert; Student Worker
Host Participatory Budgeting	October 2017	David Schlinkert; David Daugherty; Spanish-proficient Consultant; Student Worker
Grant is awarded	November 2017	ADDPC
Issue Press Release	November 2017	Joseph Garcia

<b>Direct Expenses for Participatory Budgeting</b>	<b>Estimated Cost</b>
Mileage	201
Travel per diem	294
Hotel	273
Spanish translation and facilitation	1,000
Sign language interpreter (2 at state rate of \$62/hr)	1,984
Co-facilitator	2,000
Advertising for participant recruitment	300
Printing	150
Participant stipends (20 x \$75)	1,500
Participant food	460
Participant transportation	400
Venue	250
Miscellaneous supplies	150
Estimated total for direct expenses	\$8,962

*\*Approximately 450 hours of effort for the lead analyst, David Schlinkert (\$19,321.88)*

## Option D: Complete Community Inclusion Index and Set Benchmarks

Morrison Institute will complete the Community Inclusion Index as an interactive section of the ADDPC site with charts and mapping tools to highlight key metrics. MI will identify benchmarks for each metric and use the targets to create a “report card” or “progress report” for Arizona. Content will be published on the ADDPC Web site and MI will work to publicize the Community Inclusion Index within the university, in the nonprofit sector, to policy makers, and to the general public.

<b>Timeline for Community Inclusion Index</b>		
<b>Activity</b>	<b>Target Dates</b>	<b>Person Responsible</b>
Complete basic site content	March 2017	Andrea Whitsett; Contracted Web Developer
Enhance interactive elements such as mapping tools	April 2017	Andrea Whitsett; Contracted Web Developer
Identify benchmarks	September 2017	David Schlinkert; ADDPC
Release progress report	January 2018	David Schlinkert; Contracted Web Developer
Communications	January – February 2018	Joseph Garcia

<b>Direct Expenses for Index</b>	<b>Estimated Cost</b>
Web Development Contractor	10,000

*\*Approximately 120 hours of effort for the lead analyst, David Schlinkert (\$5,125.50)*

**Project Staff:**

MI will provide ADDPC with an eight-member team to meet the identified assignments. Additional staff will be called upon when needed.

- Thom Reilly, Director
- Andrea Whitsett, Associate Director, will serve as the Principal Investigator, overseeing the budget and staffing and ensuring project deliverables meet target deadlines
- David Schlinkert, will serve as lead researcher and project manager
- David Daugherty, PhD, Senior Research Fellow for MI, will help develop facilitation guides and co-facilitate the self-advocacy seminar and the participatory budgeting exercise
- Joseph Garcia, Director of Communication and Latino Center Director, will help publicize all ADDPC/MI reports and events
- Becky Gilbreath, Senior Program Coordinator, will manage the contract and provide assistance with business accounting and general office support
- Edward Spyra, Communications Specialist, will provide document layout and graphic design
- MSW Student Intern

Community inclusion for people with developmental disabilities is not just essential for such individuals and families who might find themselves on the outside, looking in. While there are fairness and equity components to consider, for a society to achieve its full potential it must include the full participation and employ the many attributes of all of its members.

**Contact**

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Morrison Institute for Public Policy, an Arizona State University statewide resource established in 1982, is Arizona's premier think tank for independent and nonpartisan research, analysis, public outreach and polling. [MorrisonInstitute.asu.edu](http://MorrisonInstitute.asu.edu)



## Budget Narrative (2017-2018)

Personnel/Salaries: \$56,445

Name	Title	# Months	% Effort	Total
Andrea Whitsett	Associate Director	12	5%	4,454
David Schlinkert	Policy Analyst	12	50%	32,500
Joseph Garcia	Communications Director	12	3%	2,614
Becky Gilbreath	Senior Program Coordinator	12	2%	1,180
TOTAL				\$40,748

Andrea Whitsett will oversee the project to ensure it is on budget and all grant activities are completed. She will also work closely with the Web developer on the Community Inclusion Index. David Schlinkert was just hired to serve as the lead researcher and writer for all grant activities. He has extensive experience working with vulnerable populations on community inclusion and access to human services. He is also proficient in Spanish. Joseph Garcia will connect with Latino outlets and mainstream media to raise visibility for ADDPC's policy research and public forums. Becky Gilbreath will manage the project finances including contracts with consultants and vendors. She will also provide administrative assistant support for the event planning and scheduling activities.

Fringe Benefits: \$15,240 Arizona State University defines fringe benefits as direct costs, estimates benefits as a standard percent of salary applied uniformly to all types sponsored activities, and charges benefits to sponsors in accordance with the Federally-negotiated rates in effect at the time salaries are incurred. Benefit costs are expected to increase approximately 3% per year; the rates used in the proposal budget are based on the current Federally-negotiated Rate Agreement rate plus annual escalation for out years. Fringe Benefits rates for faculty, professional staff, classified staff, graduate research assistants, provided in the table below.

FY17	Base	Rate	Total
Staff	\$40,748	37.4%	15,240

Supplies / Operating Expenses: \$10,990

Incentives \$6,500 for participants – 20 people @ \$250 (for Self-Advocacy 2-Day Seminar and completion of pre- and post-assessments) and 20 people @ \$75 (for 1-day Participatory Budgeting)

Participant recruitment advertising \$600

Facility rentals \$750

Food for participants \$1,340

Participant Transportation \$1,200

Office supplies, printing and photocopy charges \$600

Consultants \$20,728: \$5,000 for Sr. Research Fellow to help develop facilitation guides and co-facilitate events; \$3,000 for Spanish-proficient facilitator to help with family recruitment, co-facilitate events, and administer pre- and post-assessments; \$10,000 for web development; \$2,728 for sign language interpreters

Travel: \$2,395 for – 3 trips to Nogales (2 people and 2 days each trip), 1 trip to Yuma (3 people overnight) \*Note: actual site for these events may change, but Nogales and Yuma were used for budgeting purposes

Indirect Costs: Are based on Modified Total Direct Cost by the federally negotiated rate of 54.5%. Sponsor restricts rate to 10% of Total Direct Cost, the balance is being used as in-kind match.

Total Direct Cost \$90,101

Modified Total Indirect Cost \$87,373 @ 10% = \$9,010

**Total Project Cost ADDPC \$99,111**

**ASU Match \$40,095** (unrecovered Indirect cost)

**TOTAL \$139,206**